

# BUDGET LETTER

		NUMBER:	07-23
SUBJECT:	SUPPLEMENTAL LANGUAGE REPORT REQUESTS	DATE ISSUED:	August 31, 2007
REFERENCES:	SUPPLEMENTAL REPORT OF THE 2007 BUDGET ACT COMPILED BY THE LEGISLATIVE ANALYST'S OFFICE	SUPERSEDES:	BL 06-10

TO: Agency Secretaries  
Department Directors  
Departmental Budget Officers  
Departmental Accounting Officers  
Department of Finance Budget Staff

FROM: DEPARTMENT OF FINANCE

The Supplemental Report of the 2007 Budget Act contains statements of intent or requests of departments for studies or reports adopted by the Legislature.

If departments agreed to the requests in the Supplemental Report when discussed during recent hearings on the 2007-08 Budget, they are strongly advised to comply. The Legislative Analyst's Office (LAO) has notified affected departments that the Supplemental Report is on the LAO's website at <http://www.lao.ca.gov/>.

In the interest of maintaining a positive working relationship with the Legislature, departments are to notify the Cabinet Office within the Governor's Office and the Department of Finance (Finance) by September 30, 2007, if they will be unable to comply with any request contained in the Supplemental Report by the specified deadline. Departments should not wait until legislative hearings on the 2008-09 Budget to inform the Legislature why they could not comply. Once departments have informed the Cabinet Office and Finance, they are to notify the Chairperson of the Joint Legislative Budget Committee in writing regarding their inability to comply with the Supplemental Report request.

Please concurrently forward to your Finance Budget Analyst informational copies of correspondence, including notices of late compliance, and all reports or studies submitted to the Legislature in response to the Supplemental Report. Route all responses making policy recommendations through the appropriate Agency Secretary, as applicable. Also, route all responses related to 2008-09 budget matters through Finance for approval in conjunction with Governor's Budget decisions.

Please contact your Finance Budget Analyst if you have any questions.

/s/ Fred Klass

FRED KLASS  
Chief Operating Officer